# East Lancashire Masonic Charity







Annual Report and Accounts For the Year ended 31st December 2012

# CONTENTS

Introduction	Page	3
Reference and Administrative Details	Page	5
Structure, Governance and Management	Page	7
Objectives and Activities	Page	9
Activities of the Year	Page	9
Future Plans	Page	26
Financial Review and Results for the Year	Page	27
Statement of Trustees Responsibilities	Page	31
Audit Report	Page	33
Consolidated Statement of Financial Activities	Page	35
Charity Statement of Financial Activities	Page	36
Consolidated Balance Sheet and Charity Balance Sheet	Page	37
Notes to the Financial Statements	Page	38
List of Donations Given	Page	49
Benefits received from National Masonic Charities	Page	50







#### INTRODUCTION

This year has been the first full year under the Presidency of Sir David Trippier, RD, JP, DL, and he has taken a very full part in the work of the Charity attending Board Meetings and meetings of many of the other committees of the Charity, attending its functions and visiting Hewlett Court on a number of occasions, and the Charity continues to benefit from his wise counsel and invigorating presence.



Although the progress of the development at Freemasons Hall has not advanced as quickly as we would have hoped, shortly after the AGM of the Charity new agreements were entered into and a planning application has now been submitted for the Development which should regenerate the building and provide a home for Freemasonry in Manchester, and a base for the Province for many years to come.

We continue to be grateful for the efficient operation of the various Committees and for the freely given time by those who so generously serve the ELMC.

Income from individual donations and from Lodges and Chapters has again continued to fall during 2012. However we are grateful for the support of many Freemasons in the Province at a time of a difficult economic climate. Our gratitude is also due to those Brethren who have generously considered in their wills a bequest in support of ELMC and for the relief so provided for our beneficiaries. At a time when membership figures have fallen, and with the consequential closure of a number of Lodges and Chapters, it is essential that financial support for their beneficiaries is considered during distribution of remaining funds in order that standards of care are maintained through the auspices of ELMC. As well as financial support we are particularly grateful for the time and effort that so many people provide unstintingly which makes the operation of the Charity possible for the welfare and benefit of its beneficiaries.

Reports from the several ELMC Committees in this Report give an overview of that care and attention given freely by many Freemasons in all aspects of the Charity.

We also gratefully acknowledge with gratitude the grants received from the National Masonic Charities without which much of what we do would not be possible.

3



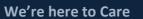
Hewlett Court continues to provide for the welfare of the 40 or so residents by the very caring staff and management committee. Maintenance and refurbishment programmes have continued to progress throughout the year to provide a happy, safe and secure environment, and so provide a home which we can all be very proud of.

The Board of Directors thank all who help towards the Charity as donors, also including Almoners, Charity Stewards, Provincial Almoner and Provincial Charity Steward, committee members and supporting brethren of Lodges and Chapters. Special thanks also to our Director of Operations, Julie Ward, and Administrative Officer, Karen Hall who are now based at Hewlett Court, and our new Treasurer Jonathan Brownson and Fiona Hollington who have overseen a review of the financial administration of the Charity.

The Directors, 2012







# **REFERENCE AND ADMINISTRATIVE DETAILS**

The **East Lancashire Masonic Charity (ELMC)** is a Registered Charity (Registered Number 225151) constituted as a company limited by guarantee (Company Number 79735). It is the principal charity for Freemasons in the Masonic Province of East Lancashire.

#### **BOARD OF DIRECTORS/TRUSTEES** - \* Non-Executive

President	Sir David Trippier *	(Appointed 22.2.12)
Deputy President	Derek N Thornhill *	(Appointed 22.2.12)
Chairman	Paul M. A. Rose	
Hon. Secretary	Roger W. Flitcroft	
Hon. Treasurer	Philip Hollinshead	(Retired 19.9.12)
Hon. Treasurer	Jonathan S Brownson	(Elected 19.9.12)
	Philip G. Mountford	(Retired 19.9.12)
	Edwin Cheadle	(Elected 19.9.12)
	Mark W. Davis	
	Alan D. P. Smith	
	Brian F. Sigsworth	
	Brian J. Carter	
	Robert SC Mitchell *	(Elected 19.9.12)
	William R. Waite *	
	Philip J. Price *	

The Board wishes to acknowledge the work and liaison undertaken by Philip Hollinshead, Treasurer, and Philip Mountford, Chairman of the Community Fund Committee, during their terms of office. They have undertaken their roles in a very able and competent manner, and are succeeded by Jonathan Brownson, and Edwin Cheadle. Robert Mitchell is also welcomed to the Board as Chairman of the Museum Committee.



REGISTERED OFFICE:	Freemasons' Hall 36 Bridge Street Manchester M3 3BT		
AUDITORS:	Percy Westhead & Company Chartered Accountants and Statutory Auditors Greg's Buildings 1 Booth Street Manchester M2 4AD		
BANKERS:	National Westminster Bank plc 11 Spring Gardens Manchester M60 2DB		
INVESTMENT ADVISORS:	W H Ireland Ltd 11 St James's Square Manchester M2 6WH		
SOLICITORS:	DWF Solicitors Scott Place 2 Hardman Street Manchester M3 3AA		
	Julie Ward Karen Hall		
Principal address:	East Lancashire Masonic Charity Freemasons' Hall, 36 Bridge Street, Manchester M3 3BT Tel: 0161 832 6256 Fax: 0161 839 8515 Email: elmc@eastlancsmasons.org.uk Website: www.elmc.co.uk		
EAST LANCASHIRE MASONIC CHARI OFFICE AND RESIDENTIAL HOME:	TY Hewlett Court Newcombe Road Ramsbottom, Bury, Lancashire BLO 9XJ Tel: 01204 886552		
Care Manager:	Mrs Margaret Beetson		
SUBSIDIARY COMPANY:	The East Lancashire Masonic Hall Company Limited (a wholly owned Subsidiary of the ELMC)		
	We're here to Care		

# STRUCTURE, GOVERNANCE AND MANAGEMENT

The ELMC was incorporated on the 13th January 1904. The Provincial Grand Master of the Masonic Province of East Lancashire is a non-Executive Director and the President. The Deputy Provincial Grand Master is also a non-Executive Director and the Deputy President. The business and affairs of the Charity are directed by the Board of Directors/Trustees in accordance with the Articles of Association, and managed on a day to day basis by the Operations Director, Julie Ward, and part-time Administrative Officer, Karen Hall.

Voting Members, known as Representative Members, are appointed by each Lodge and Chapter of the Masonic Province of East Lancashire. any person may become an "Individual Member" of the ELMC at the discretion of the Board providing they make a contribution of at least £60 per annum. These Members are entitled to attend the Annual General Meeting and to receive a copy of the Annual Report but at the AGM are not entitled to cast a vote.

# THE BOARD OF DIRECTORS/TRUSTEES

The Board of the ELMC comprises:

The President who shall act in a non-Executive capacity The Deputy President who shall act in a non-Executive capacity The Chairman of the Charity The Secretary of the Charity The Treasurer of the Charity The Chairman of the Benevolent Committee The Chairman of the Benevolent Committee The Chairman of the Community Fund Committee The Chairman of the Hewlett Court Management Committee The Provincial Grand Almoner The Provincial Grand Charity Steward Three non-Executive Directors including the Chairman of the Museum Committee, with an option for a total of up to five non-Executive Directors.

The President, the Deputy President, the Provincial Grand Almoner and the Provincial Grand Charity Steward are all ex-officio Members of the Board, other Members are elected at each Annual General Meeting.



#### Induction and Training of Members of the Board:

Upon appointment or election to the Board new Members receive the following:

- 1 Information explaining the extent of the involvement required
- 2 A copy of the Memorandum and Articles of Association of the Company
- 3 Copies of the most recent Annual Report and Accounts/Statement of Trustees' responsibilities
- 4 An explanation of membership of the Board
- 5 Copy of the Charity Commissioners Guide to the responsibilities of a Charity Trustee
- 6 Copies of the minutes of previous meetings of the Board

The Board appoints Sub-Committees, which are approved at the Annual General Meeting each year, to consider and make recommendations to it for the management of the Charity. The appointed Sub-Committees are:

**The Committee of Benevolence** consists of a representative of each of the Districts in the Masonic Province of East Lancashire together with other members nominated by the President or the Board. The role of the committee is to determine the provision of charitable assistance to needy Freemasons, their widows or other dependent relatives. The Committee of Benevolence operates two Sub-Committees – the Comforts Fund Committee and Young People's Committee. Much of the work of the Benevolence Committee is coordinated with the Freemasons' Grand Charity in London to whom petitions are submitted for consideration.

**Hewlett Court Management Committee** whose responsibility is to manage and operate, on a day to day basis, the residential home at Holcombe Brook, owned, operated and financed by the Charity. The work of the committee is directly supported by the Director of Operations and the Care Manager.

**Community Fund Committee** supports non-Masonic charities and other good causes that are proposed by Lodges and Districts within the Province of East Lancashire. It encourages the active involvement of Freemasons within their local communities.

**The Investment Sub-Committee.** The investment policy is to maximise the long term return on the Charity's Investment funds, subject to the risks normally associated with a balanced approach to portfolio management. The Charity does not restrict itself to any particular category of investment. The performance of the funds is measured against appropriate benchmark indices. The sub-committee monitors the Charity's investments at regular meetings with advice taken from W H Ireland Ltd, its Stockbroker.



## **OBJECTIVES AND ACTIVITIES**

The Charity is the central vehicle for the delivery of Masonic charity and care on behalf of Freemasons in East Lancashire. It augments the charitable work of Freemasons in their Lodges and Districts by supporting those in need within the wider Masonic "family", eligible projects which benefit local communities and other good causes.

# The specific objectives for which the Charity is established are:

- 1 The relief of poverty by the provision help and assistance to needy Freemasons, or their widows or any other of their dependent relatives, living predominantly but not exclusively in East Lancashire.
- 2 The education of children of needy or deceased Masons.
- 3 To make grants in cash or kind for the purpose of relieving the immediate and pressing needs of Freemasons or their families who live predominantly but not exclusively in East Lancashire.
- 4 To provide help and assistance to other charitable and good causes for the general benefit of the public or communities situated predominately but not exclusively in the East Lancashire area.

The Trustees confirm that they have complied with the duty in section 4 of the 2006 Charities Act to have due regard to guidance published by the Charity Commission on public benefit.

### **ACTIVITIES OF THE YEAR**

The core activity of this Charity, since its inception over one hundred years ago, has been to support and care for the less fortunate within our Masonic and the extended community. The number of beneficiaries supported by the Committee of Benevolence and the Welfare Office was 629 in this financial year. In addition to the time given freely by Almoners, Charity Stewards and many other committed Freemasons, the financial value of the grants and support to those beneficiaries in the year amounted to £557,871 of which £454,479 was received from the Freemasons Grand Charity, the Royal Masonic Trust for Girls and Boys and the Masonic Samaritan Fund.



The Community Fund is now well established and is giving financial support to projects in which Freemasons are actively involved, bringing benefits which improve the quality of life in local communities. Through its £30K per year allocation it continues to make grants to local charities and good causes where comparatively small contributions make a considerable difference. In 2012 the Community Fund received a greater number of applications and issued grants totalling £21,150.

In addition, The Freemasons Grand Charity has given grants to 9 hospices in the Province totalling £22,260.

Hewlett Court, the residential home owned and operated by the Charity, continues to provide a happy and caring environment for its residents. The occupancy rate during 2012 decreased to 79% (compared with 90/95% in 2011) of the accommodation which has a maximum of 43 residential places. This decrease can be mainly explained by individuals wishing to remain longer in their own homes.

Julie Ward, Operations Director for ELMC and Hewlett Court, continues with the management of the day to day activity of the Charity from her base at Hewlett Court. The Registered Office remains Bridge Street and the ELMC retains a strong presence in Manchester with meetings held there as and when required.

During the year the membership of the Board and its various committees has been considered and the governance of the constituent parts of the Charity has been kept under review. As reported in previous years we continue to monitor the governance of the Charity and risk management at all levels of the operation.

For an update on all ELMC activities, please visit our website. www.elmc.co.uk







#### THE COMMITTEE OF BENEVOLENCE

Mark W Davis	Chairman
Charles B Ward	Deputy Chairman
Roger W Flitcroft	ELMC Hon. Secretary
Brian J Carter	Provincial Grand Almoner
Brian Sigsworth	Provincial Grand Charity Steward

#### DISTRICT REPRESENTATIVES

Peter D Whitnall	Bury	
Geoffrey N Baillie	Salford	
Brian W Powell	Ashton and Mossley	
J Brian Harrison	Bolton	
David J Halford	Oldham	
Peter Christie	Burnley and Pendle	(Retired 25.9.2012)
A Paul Thornton	Burnley and Pendle	(Appointed 25.9.2012)
David Williamson	Audenshaw	
James T Gartside	Rochdale	
Roger Bower	Manchester City Sykes	
David Lightbown	East Ribble	(Retired 23.10.2012)
Francis Salt	East Ribble	(Appointed 23.10.2012)
J Denny Stevens	Manchester City Derby	
Julie Ward	ELMC Director of Operations	

The Committee of Benevolence meets on a monthly basis throughout the year to consider petitions brought to them by Almoners on behalf of Freemasons, their Widows and Dependents who are in need. Relief is provided mostly by making financial grants, but in addition grants can also be given for repairs and decorations to the home, household appliances and for specialist mobility equipment to help enhance the quality of life of our Beneficiaries.

Each petition for assistance is reviewed by the Committee of Benevolence and, where appropriate, submitted to The Freemasons' Grand Charity for their consideration. As a result of these reviews financial support was received from Grand Charity in the form of grants to our Beneficiaries amounting to £193,420 (decreasing from £203,520) in 2011) this amount was further supplemented by grants from the ELMC totalling £17,545 (reducing from £24,673 in 2011). This individual support is managed and monitored by the good offices of the case Almoner with assistance and direction from Julie Ward and Karen Hall from within our own Welfare Office.



At the close of 2012 the number of Beneficiaries now receiving grants from our Charity comprises 110 Widows, 20 Brethren, 33 Married Couples, 4 Spinsters and 1 Bachelor. In addition we are pleased to administer regular contact and consider the on-going needs of 367 Widows of closed lodges and 61 Young People.

During the course of the year the Committee considered and reviewed a total of 122 applications and made 11 new beneficiaries of the Charity.

The aims and work of the Committee is to react as quickly as possible in times of need and to communicate the work of the Committee into the East Lancashire Districts and Lodges with the assistance of the Provincial Almoner and the Provincial Charity Steward and their respective teams.

Finally I would like to thank the members of the Committee who attend our meetings from all four corners of our Province for their support and to Julie and Karen in our Welfare Office who ensures all enquiries are dealt with in an efficient and compassionate manner.



Mark W Davis-Chairman



#### COMFORTS FUND COMMITTEE

Charles B Ward Chairman Mark Davis Vice Chairman J Brian Harrison David Williamson David Stevens Ian MacNeill Brian Robinson Julie Ward **ELMC** Director of Operations

(retired 19.9.2012) (retired 19.9.2012)

The prime function of the Comforts Fund Committee is to support the day to day work of the Committee of Benevolence by administering monetary gifts at Birthday and Christmas and organising social functions during the course of the year. In 2011 these functions consisted of:-

### Spring Party

The Comforts Fund Committee commenced the year with the Spring Party which was held at Middleton Masonic Hall on Tuesday 3rd April 2012. The event was supported by the President of the ELMC, Sir David Trippier and his Lady Ruth along with a number of the Assistant PGM's and their partners. The Chairman, together with the Committee members, Officers of the ELMC and their partners, greeted some 100 guests and officers. There were also a number of residents from Hewlett Court in attendance.

The afternoon commenced with a tea and biscuits reception followed by a most enjoyable three-course dinner. After dinner we were entertained by Christopher Henthorn who sang songs and filled the room with laughter with his stories and jokes. During the evening the committee members and officers were able to circulate and chat amongst the guests. Each guest was presented with a gift by which they could remember the evening. An excellent evening was enjoyed by all.





#### **Annual Holiday**

The ELMC Comforts Fund Committee arranged for this year's Annual Holiday to take place on 26th May to 2nd June 2012, once again, at the Clifton Park Hotel, St Annes on Sea. This venue has become very popular with all our guests. Sixty widows and Brethren of the Province attended the holiday along with the Comforts Fund Chairman, WBro Charles Ward and his wife Julie. The group met at Middleton Masonic Hall for a tea/coffee reception followed by a buffet lunch and a glass of wine [or two] prior to departure for St Anne's.

During the week our guests were treated to a day outing to the Tower Ballroom which was a very popular choice with all our guests. Lunch was provided at the Ballroom; an afternoon tea with sandwiches, scones and tea. On Saturday 2nd June we returned to Middleton Masonic Hall for a light lunch before saying our goodbyes until the next time we meet in September for the Autumn Outing. As always the food, facilities and staff at the hotel were fantastic.

### **Autumn Outing**

The Comforts Fund Committee continued their yearly program of events with an Autumn Day Out which took place on Tuesday 11th September 2012. The day commenced at 9.30am where 50 guests, together with the Comforts Fund Committee Chairman and other Committee members, arrived at Middleton Masonic Hall for a tea and biscuits reception. The coach departed for Garstang and the Cheese Museum at around 10.15am. The Cheese Museum was a most informative venue and enjoyed by all. At 1.00pm an excellent lunch was provided at Wyrebank, Garstang Masonic Hall. We were certainly looked after and those who wanted to could have a tour of the building and Lodge Rooms. On the journey back to the Middleton we were taken on a relaxing drive through the Pendle countryside. The Comforts Fund Committee continues to provide a 'special' day out which is so much enjoyed by our beneficiaries. Many of our guests just enjoy meeting up with old friends once again.







#### THE YOUNG PEOPLE'S COMMITTEE

Paul Chadwick Roger Tinker Peter Cole Nigel Pickering Edward Smethurst Dennis Heskett Ken Hampson Paul Doran Julie Ward Chairman Chairman (Retired 19.9.12) (Appointed 19.9.12)

(Appointed 8.1.2013) (Appointed 8..1.2013)

**ELMC** Director of Operations

In the year 2012 the committee organised five events. This was slightly down on the number of events in the previous year. A difficulty has been the synchronisation of events with the young people's school holidays. The timing of school holidays at Christmas 2012 did not allow us to organise a Christmas Buffet at Bridge Street. There was no pantomime at the Thwaites Theatre, Blackburn. However the events held were well supported and appreciated.

The first event in last year's calendar was a trip to the Palace Theatre, on 16th February, to see a production of Oliver. Prior to the theatre we all met at the Peking Court restaurant for a buffet meal. We had originally intended to meet at the Chinese No.1 Buffet but unfortunately it had ceased trading shortly before our meeting. With the placement of a committee member outside the No. 1 Buffet and another acting escort we were able to redirect those attendees whom we had failed to contact earlier regarding the change of venue to the new location. The meal and the show were enjoyed by all of the attendees.

The visit to the Chill Factore on 10th April 2012, allowed the twelve children who attended to further practice the skills learnt in earlier visits. Most of the children took the opportunity to participate in lessons which further enhanced their skills. In the afternoon eight of the children took part in the Rock Climbing activity within the Chill Factore building. Some showed an astonishing agility in the speed with which they were able to climb the most difficult of ascents. Afterwards we again visited Nandos for a meal before making our way home.

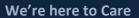




Our next event on 6th June 2012, incorporated two new activities for the Young Peoples group, Go-Karting and Laser Battle. Both of the events were held at Prestige Karting, Colne. Thirteen children were in the party. After a comprehensive safety briefing for both activities the children and committee members were split into two groups. Each group then alternated between sessions on the Go- Kart track and Laser Battles. Both activities were enjoyed by all the participants, especially the Go-Karting. Afterwards the children accompanied by some of their parents / guardians and the committee members in attendance went to Banny's restaurant at Boundary Mill. We will certainly be repeating this activity in the future, but may seek an alternative restaurant.

It is usual during the main summer holiday to organise a trip to a theme park. On 25th July 2012 eleven children, two adults and two committee members went to Blackpool Pleasure Beach. The redevelopment of the Pleasure Beach has created an extremely secure venue. Access and exit is now controlled by electronic gates. The outing went extremely well, except for one grazed elbow caused by a slip. Security personnel administered first aid and the patient recovered quickly and was none the worse. The evening meal at The Cottage was also well organised and the fish and chip supper enjoyed by all attendees.

A new venture was undertaken for the Autumn activity - Paintballing. On 31st October nine children and three committee members visited the Manchester Paintball Arena, at Chadderton. After a health and safety briefing during which the expectations placed on the participants and the consequences for transgressing the rules were rigorously laid down by Wayne our Games Umpire, the players were divided into Red and Blue teams. After five energetic and exhausting games the group accompanied by parent / guardians retired to the Ancora restaurant for an Italian meal.





In the past year the Young People's Committee agreed to sponsor one of the families to partake in an archery competition and coaching weekend. The family members have since achieved gold medals at archery contests in Cheshire and Lancashire - a fantastic achievement in their first year of competition. Another beneficiary was given a contribution towards the cost of attending a Scout Camp in Hull.

In September 2012 after eight years service, Paul Chadwick retired from the Young Peoples Committee. All of the committee members thank Paul for his leadership and enthusiasm during his time with the Young Peoples Committee. Roger Tinker was appointed Chairman. Further changes have been made to the composition of the committee with the introduction of two new members, Ken Hampson and Paul Doran. Their appointment will be confirmed in January 2013.



#### THE COMMUNITY FUND COMMITTEE

Phil Mountford	Chairman	(Retired 19.9.2012)
Ed Cheadle	Chairman	(Appointed 19.9.2012)
Ed Cheadle	Deputy Chairman	(Retired 19.9.2012)
Chad Northcott	Deputy Chairman	(Appointed 19.9.12)
Derek Draper	Secretary	(Retired 17.4.2012)
Sir David Trippier	Provincial Grand Master	
Derek Thornhill	Deputy Provincial Grand M	laster
Brian Carter	Provincial Grand Almoner	
Brian Sigsworth	Provincial Grand Charity St	eward
Roger Flitcroft	ELMC Honorary Secretary	
Karen Hall	Secretary	(Appointed 17.4.2012)

Since it was formed in 2006, the Community Fund has extended and boosted charitable activity within local communities. It receives requests from Lodges, Chapters and Districts for additional support for projects and good causes in which Brethren are actively involved and also for grants to assist local charities which fall within the agreed parameters.

During 2012, ten grants were made by the Fund to charities and good causes, at a cost of £19,852.80. Three applications were made during the year for assistance with TLC. All were approved at a total cost of £1,296.96. Full details of grants made are listed later in this report, and can be seen on the Charity website, <u>www.elmc.co.uk</u>.



The following changes to the Committee took place at the ELMC AGM on 19<sup>th</sup> September, 2012:-

WBro. Philip Mountford retired as Chairman and was succeeded by WBro. Edwin Cheadle. WBro. Chad Northcott, Communications Officer, took over as Deputy Chairman. In April WBro Derek Draper retired as Committee Secretary to be succeeded by Karen Hall. Our thanks go to the retiring Brethren for their work on this Committee.



#### HEWLETT COURT MANAGEMENT COMMITTEE

Alan D P SmithChairmDr Michael BodenDeputyMichael R WilliamsSecretaDerek WorthingtonDerek Pilling,Harry RogersPeter JonesJulie WardDirector

Chairman Deputy Chairman Secretary

**Director of Operations** 

This second full year of the new Management Committee has seen continued progress on many fronts in many aspects, all of which have been beneficial to our residents who as always are the first concern of this Committee.

Every resident's room now has double glazed UPVC windows installed and this has been achieved in just 27 months. The refurbishments have not only involved the 35 residential rooms, but also the public areas, such as bringing the kitchen up to full ventilation standards, gas and electrical regulatory compliance, wheelchair and scooter accommodation, corridor fire safety fitments, plus Health & Safety issues including switching alarm maintenance companies to achieve better service at a considerable cost saving.

Great visual benefits can readily be seen after the decision to change to a new gardening company. The whole ambiance of the landscape now appears so welcoming as one approaches the car park and entrance area. This first impression to a visitor is 'we feel very important'.

The projects which the Committee have in mind, having been discussed with the ELMC Board, have resulted in a 'wish list'. This has received the full support of the Board and progress will be co-ordinated with each item as financial outlay is planned and approved.

It has been said before that the building being from the 1970's has architectural and building services which reflect that period. A phenomenal amount of work has been done on the heating system and other high energy usage. The four main boilers, whilst being 35 years old, have been thoroughly inspected, as have the timers and controls. The controllers have also been re-designed and re-programmed to ensure stable temperatures throughout the premises. Gas consumption is already showing vast savings. We are so fortunate to have a committee member whose expertise has been employed at no cost to achieve these improvements.



Likewise, the home of necessity requires good internal lighting throughout, and thus the whole lighting regime has been converted from using wasteful tungsten bulbs and fluorescent tubes to new fittings (*where originals were found to be incompatible*), and with the latest energy saving kit. This capital outlay has been calculated to have a pay-back time of just 8 months.

Throughout a building such as ours there are of course fire doors which need to automatically close on an alarm situation. At HC these have been fitted with the latest auto-door closers, and all door edges have intumescent smoke seals in accordance with the latest regulations. Once again, having a member of committee with the necessary skills, whose business is fire risk control, has been a great help in this regard.

The comfort and protection of the residents is our paramount commitment and we have a duty to see they are kept happy, safe and content. Their entertainment both in terms of artistes, who come in to perform, and arrangements for theatre visits or other places of interest, continue to be well catered for under the supervision of the 'Friends of Hewlett Court' and supported in-house by our own member of staff.

In order to run Hewlett Court efficiently and economically we have to keep high occupancy levels. From time to time and for obvious reasons the resident's numbers fall. To this end we are implementing an educational line to get information to Brethren and Companions in their Lodges and Chapters, and an order has been placed for the printing of simple easy-to-read pamphlets accompanied by a schedule of tariffs explaining how residency is arranged and how much it costs. Distribution of such literature should see that every Almoner & Charity Steward can have sufficient copies to ensure every mason is aware of our wonderful and unique Hewlett Court.

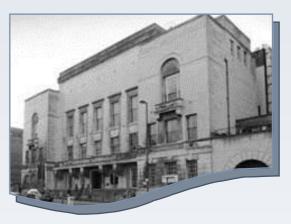
Finally, another aspect which we feel is contributing well, and which is most pleasing, is the fact that our staff are efficient, courteous and dedicated. We have confidence in them and this confidence is well recognised as most of them have long service in our employ.





#### EAST LANCASHIRE MASONIC HALL COMPANY LTD

M S Caller W J Porter C Firth C A Hayman H J Bentwood B Durkin J Farrington R I Frankl L Hayes S Hughes P M A Rose D N Thornhill Sir D Trippier Chairman Deputy Chairman Secretary Treasurer



The Company continues to operate as a wholly owned subsidiary of the Charity and has prime responsibility for the running of Freemasons Hall, Manchester.

The Company has two main sources of income, those being Masonic business and non-Masonic business. The Masonic business comes from the hosting of Craft Lodges, Royal Arch Chapters and various side Degrees, as well as associated dinners, lunches, dining clubs and ancillary social functions.

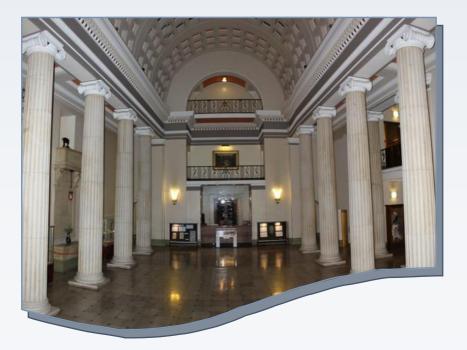
The non-Masonic business consists of hiring out parts of Freemasons' Hall with or without associated catering services to non-Masonic organisations and individuals. This would include such events as breakfast meetings, training sessions, conferences, weddings and various social functions. Freemasons Hall has also been used on numerous occasions by television production companies for the making of television programmes.

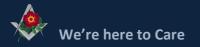
During the year an Agreement was signed, conditional upon planning permission being obtained, for the redevelopment of Freemasons Hall.



It is expected that the works will now commence in April 2014 with the building reopening in or around November 2014. From the reopening Freemasonry will be held exclusively on the third floor of the building. From that time all dining and business activities currently run by the Hall Company will be carried out by the new owners of the building and therefore there will be no need for the Hall Company to exist. As to the organisation of Freemasonry on the third floor, this will be run through a stand-alone non-profit making organisation that will basically be owned and run by the Freemasons who use the building in line with all other Masonic Halls in the Province. It will therefore not be a subsidiary of the Charity.

We are extremely grateful for the hard work and dedication of an excellent and loyal group of employees, headed by Jon Fryer, the General Manager. The results achieved by Jon Fryer and his staff in extremely difficult trading conditions have been remarkable. All the staff under Jon have pulled together and have achieved results that far outweighed expectation. They are to be congratulated.





#### INVESTMENT COMMITTEE

Brian TaylorChairmanRoger FlitcroftELMC Hon SecretaryPhilip HollinsheadELMC Hon TreasurerJonathan BrownsonELMC Hon TreasurerDerek Calrow(appointed 19.9.2012)Derek CalrowJonathan BrownsonDavis SealJonathan BrownsonDavid RothburnJohn Scott of WH Ireland LtJ, Stockbrokers, attends meetings a dvisor.

The Investment Committee meets on a regular basis to review the portfolio of investments, and aims to achieve a balance of capital appreciation and income return.

In the financial year, the value of our investments increased in value after allowing for capital withdrawals, with gains in equities offsetting falls in the government securities. Income during the period also fell marginally, as a result of those withdrawals but the total return was nevertheless positive at 7.65%

#### FREEMASONS' HALL DEVELOPMENT COMMITTEE

Progress has continued to be been made in finalising plans for the re-development of Bridge Street. Over the past few months there have been extensive discussions with the Planning Authority and the planning permission that has been submitted is expected to be approved so that the work can commence in 2014 as scheduled. Discussions in connection with the use of the car park are ongoing.







#### **CHARITY STEWARDS COMMITTEE**

Brian F Sigsworth

Provincial Grand Charity Steward

## **District Charity Stewards:**

Andrew Jenkins	(Retired 31.1.13)
Mohamad Afsa	(Appointed 1.2.13)
John Astbury	(Retired 15.8.12)
Ian Whitehead	(Appointed 15.8.12)
Jack Levine	
Brian Reynolds	
Paul Waring	
Steve Graham	
Ken Davies MBE	
Peter Jones	
Stuart Cass	(Retired 30.6.12)
Malcolm Ashton	(Appointed 1.7.12)
Dave McGurty	
Simon Jones	(Retired 31.8.12)
John Ellis	(Appointed 1.9.12)
	Mohamad Afsa John Astbury Ian Whitehead Jack Levine Brian Reynolds Paul Waring Steve Graham Ken Davies MBE Peter Jones Stuart Cass Malcolm Ashton Dave McGurty Simon Jones

The District Charity Stewards have had another year of progression, promoting charity giving and raising donations amongst their Lodges and Chapters, encouraging individual membership of our brethren and supporting the various sub-committees who provide relief and comfort to our beneficiaries, under a cloud of economic uncertainty.

Contribution to charity throughout the year has been steady with of course the 2015 Festival Appeal taking precedence over other good causes. Charity begins at home, that's what we all hear and good causes will always be in need but we must all remember our own good causes first.

ELMC is surviving in the shadow of the Festival and will do so for another two years until the Appeal concludes in 2015. Contributions to ELMC from casual and Lodge and Chapter donations have slowed down, but fortunately personal commitments taken out are holding steady.



All of our District Charity Stewards recognize that they could not be so successful in their work if it were not for the support that they receive from their District Management Teams and especially their own group of Lodge and Chapter Charity Stewards. This is where good team work provides the success achieved to date and makes the whole process a happy and joyful experience.

To the District Charity Stewards that have been appointed to the committee during the year – welcome! We hope you enjoy your challenge. To those who have retired, many thanks for all the hard work that you have given to our great cause, and every good wish to your future endeavours.





#### FUTURE PLANS

The core activities of the Charity revolve around caring for our beneficiaries through the Committee of Benevolence, the Comforts Fund, the Young Peoples Committee and of course the Hewlett Court Management Committee. The activities of each of these groups have been fully recorded previously in this booklet. These remain the most important areas of our activity and will continue to be our priority in the year ahead.

Hewlett Court modernisation has continued during 2012 including much appreciated work in public areas and the surrounding gardens. Further maintenance and improvements continue in 2013 and much consideration has been given to ensuring that operational costs are as efficient as possible particularly having regard to the high cost of energy, and thanks are due to the Management Committee for the effort that they have expended in this regard. It is particularly important that all Freemasons publicise the availability of Hewlett Court so that it can continue to provide excellent care to Freemasons and their dependants.

Income has continued to show a reduction during the year with a decline in contributions. Karen Hall however keeps in touch with donors to encourage their continued support of ELMC during the East Lancashire 2015 Festival for the RMBI. We are also grateful for the kindness, and wish to encourage the forethought of Brethren in the provision of bequests in favour of the Charity. Brethren are reminded during procedures of closing Lodges and Chapters to make provision in their distribution of financial assets for the future care of Lodge Widows undertaken by the Charity.

Liaison continues in furthering links with Ecclesholme. Brethren should be encouraged to consider a visit to both Ecclesholme and Hewlett Court either individually or collectively via Lodges and Chapters. We also intend to increase the opportunities for all Freemasons and where appropriate their families to visit Hewlett Court so that they can see at first hand the excellent facilities provided.

Lodge and District requests for support of Organisations and good causes from the Community Fund have increased in 2012. Suitable projects in which Lodges and Districts are involved are to be encouraged, in addition to their financial support of the 2015 Festival and ELMC.

We will continue to monitor the governance of the Charity and risk management at all levels of the operation.

# FINANCIAL REVIEW AND RESULTS FOR THE YEAR

The reports and accompanying financial statements reflect the reporting requirements of the 'Statement of Recommended Practice – Accounting and Reporting by Charities 2005' (SORP) issued by the Charity Commission for England and Wales. These financial statements comply with the requirements of the Companies Act 2006, and the Company's Memorandum and Articles of Association.

This year it has again been a requirement that the results of the Charity be consolidated with those of its wholly owned subsidiary, the East Lancashire Masonic Hall Company Limited.

The Group's unrestricted total income was £1,733,227 in the year, compared with £1,753,757 in the previous year, a decrease of £20,530, which is explained in more detail below, whereas its costs decreased from £1,994,091 to £1,929,005, resulting in a deficit of £195,778 in the year compared with £240,334 in 2011. The value of our investments increased by £99,259 compared with a fall of £29,739 in the previous year, thus the Group's total unrestricted net assets have decreased by £96,519 to £3.42 million.

It is the opinion of the Board that the Charity is in sound financial position and has sufficient assets and resources to enable it to continue to carry out its objectives as laid out on page 9.

# THE CHARITY'S INCOME

The charity's total unrestricted income has increased by £73,913 due to an increase in Hewlett Court income and an increase in legacies, for which we are grateful for the generosity of our departed Brothers. However, donations from Freemasons, their Lodges and Chapters were down by £12,166, which follows a decrease in the previous year of £5,340. Investment income also reduced to £62,118 from £71,919 in the previous year.

The legacies received during the year of £142,139 being:

D Bancroft	£11,454
M Ellis	£20,000
D Hatch	£105,201
D Jones	£231
A Winterbottom	£5,000
L Viner	£253



The total return from investments during the year was:

2012	2011
£	£
73,480	73,669
111	138
- (14,512)	(60,000) 9,586
59,079	23,393
101,328	(31,704)
160,407	8,311
	f 73,480 111 (14,512) 59,079 101,328

The value of the investment portfolio has decreased by £153,203 following significant investment sales in the year. Your Investment Committee continues to monitor the position very closely.

A list of all donations made during the year is shown on pages 49 and 50.

# THE CHARITY'S EXPENDITURE

Costs of the Charity have generally been contained (note 6). Despite a decrease in occupancy levels, an increase in room rates and reduced repair costs has resulted in a reduced operating loss of £32,327 for Hewlett Court compared to a prior year loss of £83,738 and the depreciation charge has decreased to £33,178 from £33,996.

# HEWLETT COURT

As mentioned earlier in the report, occupancy rate averaged 79% for the majority of the year. Refurbishment of the rooms and buildings generally is on-going for the benefit of the residents and staff.



	2012	2011
	£	£
Receipts from Residents and Staff	492,673	457,269
Donations	4,223	5,535
	496,896	462,804
Less: Running costs	(529,223)	(546,542)
Operating Loss	(32,327)	(83,738)
Depreciation	(33,178)	(33,996)
Contribution ex ELMC	(65,505)	(117,734)

# HALL COMPANY

The Hall Company's results have again been consolidated with that of the Charity. The income of the Hall Company decreased to £710,967 from £805,410 in the previous year. The costs decreased from £947,749 to £894,762, see Note 7, resulting in a loss for the year after consolidation adjustments of £182,877, compared with £142,339 in 2011.

# BALANCE SHEET

In the opinion of the Board the market value of the land and buildings is considerably greater than the book value. In view of the specialised nature of these assets, the Board considers that it is inappropriate to determine the market value. The total reserves of the Group and Charity are £3,460,148 and £3,520,933 respectively at the end of the financial year.



# INVESTMENT POLICY AND PERFORMANCE

The present investment policy is to maximise the long term total return of the Charity's investment funds, subject to the risks normally associated with a balanced portfolio management. The charity does not restrict itself to any particular category of investment. The performance of the funds is measured against appropriate benchmark indices and during the year the result has exceeded all those benchmarks. The Investment Sub-Committee monitors investments with the assistance of the W H Ireland Ltd.

# STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charity's auditors are unaware, and each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

By Order of the Board

R. Hutt

Roger Flitcroft Company Secretary



#### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for their annual report and for the preparation of financial statements for each financial year, which give a true and fair view of the incoming resources and the application of resources of Charity and the Group during the year, and of the state of affairs as at the end of the financial year. In preparing these financial statements, the Trustees are required to:

- ensure that the most suitable accounting policies are established and applied consistently
- make judgements and estimates which are reasonable and prudent
- state whether the applicable accounting standards and statement of recommended accounting practice have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation

The Trustees have overall responsibility for ensuring that the Charity has appropriate systems and controls, financial and otherwise. They are also responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and the Group and enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the Charity and the Group for their proper application as required by charity law, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the Charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use of disposition and are properly applied
- proper records are maintained and financial information used within Charity, or for publication, is reliable
- the Charity complies with relevant laws and regulations

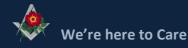
The Trustees are also responsible for the maintenance and integrity of the corporate and financial information included on the Charity's website.



Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored and that appropriate management information is prepared and reviewed regularly by the Trustees.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- regular consideration by the Trustees of financial results, variances from budgets, non-financial performance indicators and benchmarking reviews
- · delegation of day-to-day management authority and segregation of duties
- the Trustees are aware of the need for identification and management of risks, and to be satisfied that appropriate procedures are in place.



# AUDIT REPORT - For the year ended 31<sup>st</sup> December 2012

# Independent Auditor's Report to the Members and Trustees of The ELMC

We have audited the financial statements of The East Lancashire Masonic Charity for the year ended 31st December 2012 on pages 34 to 48 which comprise the consolidated and charity statement of financial activities, the consolidated and charity balance sheets and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

# Respective responsibilities of directors (trustees) and auditor

As explained more fully in the Statement of Trustees' Responsibilities set out on page 31, the trustees (who are also directors of the charitable company for the purposes of company law) are responsible for the preparation of the Annual Report and financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

# Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material misstatements or inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.



#### AUDIT REPORT

For the year ended 31<sup>st</sup> December 2012 cont...

#### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31<sup>st</sup> December 2012, and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with the United Kingdom Generally Accepted Accounting Practice; and,
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

#### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit report.

Mr Timothy A R Elston (Senior Statutory Auditor) for and on behalf of Percy Westhead & Company Chartered Accountants and Statutory Auditors Greg's Buildings, 1 Booth Street, Manchester, M2 4AD

We're here to Care

31<sup>st</sup> July 2013



#### THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

#### CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

and Income and Expenditure Account

For the year ended 31<sup>st</sup> December 2012

INCOME AND EXPENDITURE	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Donations	3	103,336	2,000	105,336	115,502
Legacies		142,139	-	142,139	81,673
Investment income	4	62,118	1,473	63,591	73,807
Trading activity - subsidiary company		710,967	-	710,967	805,410
Rent receivable		18,464	-	18,464	18,464
Incoming resources from charitable activit	ies				
Grants from Grand Charity		193,420	-	193,420	203,520
Trading activity - Hewlett Court		492,673	-	492,673	457,269
Other incoming resources		10,110	-	10,110	-
Total Incoming Resources		1,733,227	3,473	1,736,700	1,755,645
<b>RESOURCES EXPENDED</b> Charitable activities					
Grants	5	283,339	13,473	296,812	309,281
Grant administration	6	18,221		18,221	19,612
Community fund donations	5	21,150	-	21,150	10,790
Other donations	5	5,750	-	5,750	10,000
Trading activity - Hewlett Court	5	562,401	-	562,401	580,538
6		890,861	13,473	904,334	930,221
Costs of generating funds					
Costs of raising voluntary income	6	11,700	-	11,700	14,274
Trading activity - subsidiary company	7	894,762	-	894,762	947,749
Investment management costs		11,188	334	11,522	11,925
Property expenses	6	60,284	-	60,284	61,552
Governance costs	6	46,863	-	46,863	44,775
Total Resources Expended		1,915,658	13,807	1,929,465	2,010,496
Net income/(deficit) before investment resu	ilts	(182,431)	(10,334)	(192,765)	(254,851)
Taxation	10	918		918	1,051
Gain/(Loss) on disposal of investments	8	(14,265)	(247)	(14,512)	9,586
NET SURPLUS/(DEFICIT) FOR THE	YEAR	(195,778)	(10,581)	(206,359)	(244,214)
TOTAL RECOGNISED GAINS AND	LOSSE	s			
Net surplus/(deficit) for the year		(195,778)	(10,581)	(206,359)	(244,214)
Increase/(Decrease) in Value of Investments	12	99,259	2,069	101,328	(31,704)
Net movement in funds		(96,519)	(8,512)	(105,031)	(275,918)
Fund balances at 1st January 2012		3,514,817	50,362	3,565,179	3,841,097
Fund balances at 31st December 2012	18	3,418,298	41,850	3,460,148	3,565,179

All amounts relate to continuing activities. All recognised gains or losses are included in the Statement of Financial Activities.



#### THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

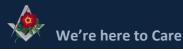
#### CHARITY STATEMENT OF FINANCIAL ACTIVITIES

and Income and Expenditure Account

For the year ended 31<sup>st</sup> December 2012

INCOME AND EXPENDITURE	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
INCOMING RESOURCES				
Incoming resources from generated funds				
Donations	103,336	2,000	105,336	115,502
Legacies	142,139	2,000	142,139	81,673
Investment income	62,118	1,473	63,591	73,807
Rent receivable	18,464	1,175	18,464	18,464
Incoming resources from charitable activities	10,101		10,101	10,101
Grants from Grand Charity	193,420	_	193,420	203,520
Trading activity - Hewlett Court	492,673	_	492,673	457,269
Other incoming resources	10,110	_	10,110	157,207
Total Incoming Resources	1,022,260	3,473	1,025,733	950,235
RESOURCES EXPENDED Charitable activities				
Grants	284,813	13,473	298,286	314,481
Grant administration	18,221	15,475	18,221	19,612
Community fund donations	21,150	-	21,150	19,012
Other donations	5,750	-	,	,
		-	5,750	10,000
Trading activity - Hewlett Court	<u>562,401</u> 892,335	13,473	<u>562,401</u> 905,808	580,538 935,421
Costs of generating funds	892,555	15,475	905,808	955,421
Costs of generating funds Costs of raising voluntary income	11,700		11,700	14,274
Investment management costs	11,188	334	11,700	14,274
Property expenses	87,784	554	87,784	11,923
Governance costs	46,863	-	46,863	44,775
Total Resources Expended	1,049,870	13,807	1,063,677	1,122,947
	(25, (10)			
Net income/(deficit) before investment results	(27,610)	(10,334)	(37,944)	(172,712)
Provision for diminution in value of investments	-	-	-	(60,000)
Gain/(Loss) on disposal of investments	(14,265)	(247)	(14,512)	9,586
NET SURPLUS/(DEFICIT) FOR THE YEAR	(41,875)	(10,581)	(52,456)	(223,126)
TOTAL RECOGNISED GAINS AND LOSSES	5			
Net surplus/(deficit) for the year	(41,875)	(10,581)	(52,456)	(223,126)
Increase/(Decrease) in Value of Investments	99,259	2,069	101,328	(31,704)
Net movement in funds	57,384	(8,512)	48,872	(254,830)
Fund balances at 1st January 2012	3,421,699	50,362	3,472,061	3,726,891
Fund balances at 31st December 2012	3,479,083	41,850	3,520,933	3,472,061

All amounts relate to continuing activities. All recognised gains or losses are included in the Statement of Financial Activities.



(A company limited by guarantee)

#### CONSOLIDATED BALANCE SHEET AND CHARITY BALANCE SHEET

As at 31<sup>st</sup> December 2012

As at 31 December 2012					
	Note	Group	Group	Charity	Charity
		2012	2011	2012	2011
		£	£	£	£
FIXED ASSETS		1 220 550	1.0.01.510	1.0.00.000	1 205 150
Tangible assets	11	1,329,550	1,361,710	1,262,028	1,285,170
Investments	12	1,820,294	1,973,497	1,820,294	1,973,497
CURRENT ASSETS		3,149,844	3,335,207	3,082,322	3,258,667
Stocks		18,393	14,350		
Debtors	13	254,326	251,586	- 396,861	163,768
Bank and other deposits	15	269,766	201,717	163,468	168,030
Bank and other deposits		542,485	467,653	560,329	331,798
LIABILITIES		542,405	407,055	500,527	551,776
Amounts falling due within					
one year	14	187,513	207,474	121,718	118,404
one year	14	107,515	207,474	121,710	110,404
NET CURRENT ASSETS		354,972	260,179	438,611	213,394
TOTAL ASSETS LESS					
CURRENT LIABILITIES		3,504,816	3,595,386	3,520,933	3,472,061
LIABILITIES					
Amounts falling due after more					
than one year	15	(22,000)	(25,000)	-	-
PROVISIONS FOR LIABILITIES	17	(22,668)	(5,207)	-	-
NET ASSETS		3,460,148	3,565,179	3,520,933	3,472,061
FUNDS					
Unrestricted:					
Free reserves		1,789,817	1,819,675	1,850,602	1,726,557
Revaluation reserve		244,751	258,595	244,751	258,595
Designated funds		1,383,730	1,436,547	1,383,730	1,436,547
		3,418,298	3,514,817	3,479,083	3,421,699
Restricted funds					
Endowed capital		43,935	51,847	43,935	51,847
Revaluation reserve		(4,109)	(3,927)	(4,109)	(3,927)
Unexpended income		2,024	2,442	2,024	2,442
		41,850	50,362	41,850	50,362
	10	2.460.140	2.5.65.170	2 520 022	2 472 0(1
	18	3,460,148	3,565,179	3,520,933	3,472,061

The financial statements on pages 35 to 48 were authorised for issue by the directors on 31st July 2013. Signed on behalf of the directors by J Brownson



(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2012

#### 1 COMPANIES ACT 2006

The Charity is not a trading company and the Profit and Loss Account formats permitted under the provisions of the Companies Act 2006 are not considered appropriate to report the transactions of the Charity.

The Directors have presented the Income and Expenditure Account as part of the Statement of Financial Activities in a format which they consider fully explains the transactions of the Charity.

#### 2 ACCOUNTING POLICIES

(a) Basis of accounting

Subject to note 2(c) and 2(i), these accounts are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) on Accounting and Reporting by Charities as Revised dated 2005.

The accounts consolidate the results of the Charity and its wholly owned subsidiary, The East Lancashire Masonic Hall Company Limited, on a line by line basis.

(b) Cash flow statement

The Group is exempt from the requirements to include a cash flow statement as part of its financial statements because it qualifies as small under the Companies Act 2006.

(c) Investment Income

Income from investments is recognised in the accounts at the date when it is received. This policy represents a departure from recommended accounting principles, which require income to be recognised in the accounts on an accruals basis. In the circumstances of this Charity, the directors consider it inappropriate to recognise this income until the date when it is due to be received. Other interest and rent receivable is accounted for on an accruals basis.

(d) Donations, legacies and grants

Donations, legacies and grants are recognised in the accounts at the date when these are received, as, in the opinion of the directors, it is not appropriate to recognise these at an earlier date. Grants and donations payable are recognised in the accounts at the date of authorisation.

(e) Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.



(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2012

## 2 ACCOUNTING POLICIES continued

(f) Expenditure

Resources expended are recognised on an accruals basis and are allocated to the particular activity where the cost relates directly to that activity. Where costs cannot be directly attributed to specific headings, they have been allocated to activities on bases consistent with the use of the resources. Governance costs are those incurred in connection with the administration of the Charity.

## (g) Tangible fixed assets and depreciation

Fixed assets are stated at cost less depreciation. No depreciation is provided on freehold land and buildings. The buildings are maintained to ensure that their value does not diminish over time and their realisable value, although not quantified, is in excess of their book value. In these circumstances, the directors consider that any charge for depreciation would not be material and thus it is inappropriate to charge depreciation on these assets.

Depreciation is provided on other tangible fixed assets in order to write off the cost of each asset over its expected useful life at the following rates and bases:

Lift	5% per annum straight line
Improvements to leasehold property	5% per annum straight line
Plant and machinery	33% per annum straight line
	15% on reducing balance
Furniture, fixtures and equipment	10% per annum straight line
	20% on reducing balance
Office machinery	25% & 33% per annum straight line

#### (h) Deferred tax

A deferred tax liability is recognised in respect of all material timing differences that have originated but not reversed at the balance sheet date.

A deferred tax asset is treated as recoverable and therefore recognised only when it can be regarded as more likely than not that there will be suitable taxable profits from which the future reversal of underlying timing differences can be deducted.



(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31<sup>st</sup> December 2012

## 2 ACCOUNTING POLICIES continued

#### (i) Investments

Listed investments are valued in the accounts at the mid-market price at the balance sheet date, including accrued interest where relevant. The surplus or deficiency arising from the valuation of investments is taken direct to the revaluation reserve. Unlisted investments are included at cost less provision for diminution in value. This policy represents a departure from recommended accounting principles, which require all investments to be included in the balance sheet at market value. The directors consider that it is not possible to establish with reasonable certainty the market value of the charity's investment in its subsidiary, without incurring disproportionate costs, which would not be beneficial to the charity.

Realised surpluses and deficits arising on disposals of investments determined by reference to the carrying value of the assets in the charity's balance sheet are included within Income and Expenditure for the year. Realised revaluation surpluses, representing the difference between historical cost and the carrying value of the assets, are reclassified by way of a transfer to general reserves in the year in which the disposal occurs.

(j) Hire purchase and leasing commitments

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their useful lives or the lease term, whichever is the shorter.

The interest element of those obligations is charged to the statement of financial activities over the relevant period. The capital element of the future payments is treated as a liability.



(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2012

		2012	2011
		£	£
3	DONATIONS		
	Unrestricted Donations		
	Donations from Masons, their Lodges and Chapters and Events	85,769	96,263
	Gift Aid tax reclaimed	13,344	13,704
	Donations to Hewlett Court	4,223	5,535
		103,336	115,502
	Restricted donations	2,000	
4	INVESTMENT INCOME	£	£
	Tu anna far a increase		
	Income from investments	63,480	73,669
	Bank and Deposit interest	<u> </u>	138 73,807
5	DIRECT CHARITABLE EXPENDITURE		
	Grants to individuals	£	£
	Grand Charity	193,420	203,520
	Other grants including Christmas and birthday gifts	55,449	58,347
	Holidays paid for beneficiaries	22,083	25,939
	Comforts fund	12,387	7,982
		283,339	295,788
	Restricted Fund	13,473	13,493



(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2012

		2012	2011
		£	£
5	DIRECT CHARITABLE EXPENDITURE (Continued)		
	Community fund donations	21,150	10,790
	Other donations		
	Masonic	-	5,000
	Non-Masonic	5,750	5,000
		5,750	10,000
	Trading activity - Hewlett Court:-		
	Salaries, wages and related costs	256,100	244,235
	Food and kitchen consumables	81,755	77,546
	Repairs and renewals	90,715	130,187
	Other property costs including heat, light, rates, water and insurance	82,447	70,580
	Depreciation of tangible fixed assets	33,178	33,996
	Other expenses	18,206	23,994
		562,401	580,538

#### 6 MANAGEMENT AND ADMINISTRATION OF THE CHARITY

	Grant administration	Cost of raising voluntary income	Property expenses	Governance costs	Total costs
2012	£	£	£	£	£
Depreciation	-	4,000	7,670	3,990	15,660
Salaries, wages and related costs	16,000	5,500	24,401	11,500	57,401
Auditors remuneration	-	-	-	9,102	9,102
Auditors remuneration - other services	-	-	-	1,626	1,626
Professional fees	-	-	-	16,791	16,791
Rates and water rates	-	-	28,213	-	28,213
Other expenses	2,221	2,200	-	3,854	8,275
	18,221	11,700	60,284	46,863	137,068
Provision for debt re insurance recharge	e		27,500		27,500
			87,784		164,568
2011	£	£	£	£	£
Depreciation	-	5,000	7,670	5,192	17,862
Salaries, wages and related costs	16,056	5,574	25,279	10,920	57,829
Auditors remuneration	-	-	-	9,374	9,374
Auditors remuneration - other services	-	-	-	1,626	1,626
Professional fees	-	-	1,260	9,542	10,802
Rates and water rates	-	-	27,343	-	27,343
Other expenses	3,556	3,700		8,121	15,377
	19,612	14,274	61,552	44,775	140,213
Provision for debt re insurance recharge	e		55,000		55,000
			116,552		195,213



(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2012

		2012	2011
		£	£
7	COST OF GENERATING FUNDS		
	Trading activity - Subsidiary Company:-		
	Purchases	186,921	229,080
	Salaries, wages and related costs	448,885	451,274
	Repairs and renewals	26,412	29,833
	Other property costs including heat, light, rates, water and insurance	119,773	116,954
	Depreciation of tangible fixed assets	9,018	10,155
	Legal and professional fees	18,647	6,800
	Finance costs	2,996	3,025
	Other expenses	82,110	100,628
		894,762	947,749
8	PROFIT ON DISPOSAL OF INVESTMENTS		
		£	£
	Proceeds	598,205	519,452
	Less: Cost	497,365	444,297
	Gains (losses) over historical cost	100,840	75,155
	Less: Revaluation gains (losses) realised	115,352	65,569
	Losses over book value	(14,512)	9,586
9	NET INCOME / (DEFICIT) FOR THE YEAR		
-	Net Income/(Deficit) for the year is stated after charging:	£	£
	Depreciation of tangible fixed assets - owned	57,856	62,013
	Auditors remuneration	14,402	14,139
	Auditors remuneration - non-audit services	3,126	5,316
	Directors' remuneration		
10	TAXATION		
	Analysis of the tax charge		
	The tax charge on the deficit on ordinary activities for the year was as follows:	0	0
	Defermed terr	£	£
	Deferred tax	(918)	(1,051)

(1,051)

(918)

Tax on (deficit) / surplus on ordinary activities

(A company limited by guarantee)

#### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2012

#### 11 TANGIBLE FIXED ASSETS

#### CHARITY

	Hewlett Court		Freehold	Fixtures	
	Freehold		Property fittings		
	Land	Furniture	Freemasons'	and	
	and	and	Hall	Office	
	Buildings	Equipment	Manchester	Machinery	Total
	£	£	£	£	£
Cost					
31 Dec. 2011	732,462	327,097	307,940	265,667	1,633,166
Additions	-	25,330	-	366	25,696
Disposals					
31 Dec. 2012	732,462	352,427	307,940	266,033	1,658,862
Depreciation					
31 Dec. 2011	-	151,634	-	196,362	347,996
Charge for the year	-	33,178	-	15,660	48,838
Eliminated on disposal	-				
31 Dec. 2012	-	184,812	-	212,022	396,834
Net Book Value					
31 Dec. 2012	732,462	167,615	307,940	54,011	1,262,028
31 Dec. 2011	732,462	175,463	307,940	69,305	1,285,170

In December 2012, revised conditional agreements were signed for the granting of a long lease of Freemasons' Hall and the subsequent partial leaseback by the Charity following on from a change in purchaser.

Fixed Assets shown as relating to Hewlett Court are used for direct charitable purposes as part of the operating activities of the Charity. Other fixed assets are used for the management of the Charity and to generate rent receivable from the letting of property. Authorised capital expenditure at 31st December 2012 amounted to £Nil (2011 £Nil).

#### GROUP

	Hewlet	tt Court	Freehold			Fixtures	
	Freehold		Property	Improvements		fittings	
	Land and	Furniture and	Freemasons' Hall	to Leasehold	Plant and	and Office	
	Buildings	Equipment	Manchester	Property	Machinery	Machinery	Total
	£	£	£	£	£	£	£
Cost							
31 Dec. 2011	732,462	327,097	307,940	61,876	73,607	423,041	1,926,023
Additions	-	25,330	-	-	-	366	25,696
Disposals	-	-	-	-	-	-	-
31 Dec. 2012	732,462	352,427	307,940	61,876	73,607	423,407	1,951,719
Depreciation							
31 Dec. 2011	-	151,634	-	18,595	53,223	340,861	564,313
Charge for the year	-	33,178	-	3,094	3,058	18,526	57,856
Eliminated on disposal	-	-	-	-	-	-	-
31 Dec. 2012		184,812		21,689	56,281	359,387	622,169
Net Book Value							
31 Dec. 2012	732,462	167,615	307,940	40,187	17,326	64,020	1,329,550
31 Dec. 2011	732,462	175,463	307,940	43,281	20,384	82,180	1,361,710



(A company limited by guarantee)

#### NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31st December 2012

12 INVESTMENTS	Holdings in Masonic Hall	Listed	
<u>CHARITY</u>	Companies	Securities	Total
	£	£	£
Cost or valuation			
At 31 Dec. 2011	20	1,973,477	1,973,497
Investments purchased in year	-	358,186	358,186
Investments sold in year	-	(612,717)	(612,717)
Increase/(decrease) in market value	-	101,328	101,328
At 31 Dec. 2012	20	1,820,274	1,820,294
Historical cost at 31 Dec. 2012	160,020	1,579,629	1,739,649
Holdings in Masonic Hall Companies at cost:		2012	2011
		£	£
East Lancashire Masonic Hall Company Limited		160,000	160,000
Blackburn Masonic Hall Company Limited		20	20

The Charity owns all the issued shares in the East Lancashire Masonic Hall Company Limited, a company registered in England, which is a wholly owned subsidiary of the Charity. As at 31 December the company's draft capital and reserves amounted to  $\pounds(124,906)$  (2011:  $\pounds38,118$ ). For the year ended 31 December 2012 the company's draft turnover and other operating income totalled  $\pounds710,967$  (2011:  $\pounds810,610$ ) and after expenditure and tax the loss was  $\pounds164,498$  (2011:  $\pounds136,088$ ).

The shareholding in Blackburn Masonic Hall Company Limited represents 0.1% of the issued share capital of that company.

GROUP	Holdings in Masonic Hall Companies £	Listed Securities £	Total £
Cost or valuation			
At 31 Dec. 2011	20	1,973,477	1,973,497
Investments purchased in year	-	358,186	358,186
Investments sold in year	-	(612,717)	(612,717)
Increase/(decrease) in market value	-	101,328	101,328
At 31 Dec. 2012	20	1,820,274	1,820,294
Historical cost at 31 Dec. 2012	20	1,579,629	1,579,649

#### 13 DEBTORS Amounts falling due within one year

	Group		<u>Charity</u>	
	2012	2011	2012	2011
	£	£	£	£
Amounts falling due within one year				
Sundry debtors	93,762	98,324	44,606	24,896
Prepayments and accrued income	160,564	153,262	147,255	138,872
Amounts falling due after one year				
Amount due from subsidiary undertaking	-	-	205,000	-
	254,326	251,586	396,861	163,768

Prepayments and accrued income include £139,923 (2011: £127,745) of professional fees which are being deferred to match the expected future proceeds from the grant of a long lease of Freemasons' Hall as described in note 11.



(A company limited by guarantee)

#### NOTES TO THE FINANCIAL STATEMENTS

#### for the year ended 31<sup>st</sup> December 2012

#### 14 CREDITORS: Amounts falling due within one year

	Group		<u>Charity</u>	
	2012	2011	2012	2011
	£	£	£	£
	< 000	< 000		
Loan	6,000	6,000	-	-
Other taxes and social security costs	34,813	31,180	2,936	-
Amount due to subsidiary undertaking	-	-	37,279	11,030
Sundry creditors	87,030	89,027	29,395	37,752
Accruals and deferred income	59,670	81,267	52,108	69,622
	187,513	207,474	121,718	118,404

#### 15 CREDITORS: Amounts falling due after more than one year

	Group		<u>Charity</u>	
	2012	2011	2012	2011
	£	£	£	£
Loan	22,000	12,000	-	
Loan more than 5 years	-	13,000	-	-
	22,000	25,000	-	-
Amounts falling due in more than five years:				
Repayable otherwise than by instalments				
Loan more than 5 years	-	13,000	-	-

#### 16 SECURED DEBTS

The following secured debts are included within creditors:

	Gr	Group		Charity	
	2012	2011	2012	2011	
	£	£	£	£	
Loan	28,000	31,000	-	-	

The loan is secured by a legal charge over the subsidiary company's current and future assets.

#### 17 PROVISIONS FOR LIABILITIES

	Gr	oup	Char	ity
	2012	2011	2012	2011
	£	£	£	£
Deferred tax - timing difference on fixed assets	4,289	5,207	-	-
Other provisions	18,379		-	-
	22,668	5,207	-	-
	Deferred tax £	Other provisions £		
Balance at 1 January 2012	5,207	-		
Provided during the year	-	18,379		
Fixed asset timing difference	(918)			
Balance at 31 December 2012	4,289	18,379		



(A company limited by guarantee)

#### NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31st December 2012

#### 18 ACCUMULATED FUNDS

The Charity is limited by guarantee and therefore does not have a share capital.

	Fund at 1st January 2012	Surplus / (Deficit) for the year	Transfers between reserves	Unrealised gains / (losses) on investments	Provision released on sale of investments	Fund at 31st December 2012
	£	£	£	£	£	£
Unrestricted						
General Reserve Charity	1,946,757	(12,901)	52,817	-	113,103	2,099,776
General Reserve Subsidiary	(127,082)	(182,877)		-	-	(309,959)
Revaluation Reserve	258,595	-		99,259	(113,103)	244,751
Designated Funds	1,436,547		(52,817)			1,383,730
	3,514,817	(195,778)	-	99,259	-	3,418,298
Restricted						
General Reserve Charity	54,289	(10,581)	-		2,251	45,959
Revaluation Reserve	(3,927)			2,069	(2,251)	(4,109)
	50,362	(10,581)	-	2,069	-	41,850
Total Funds	3,565,179	(206,359)		101,328		3,460,148

The balances on Revaluation Reserves represent unrealised gains on investments.

	2012	2011
The designated funds represent:-	£	£
Fixed assets	1,262,028	1,285,170
Community fund	85,729	106,229
Benevolence fund for closed lodges	35,973	45,148
	1,383,730	1,436,547

## 19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets of the Restricted Funds were:

	£	£
Listed investments	29,748	29,748
Cash and deposits	12,102	20,614
	41,850	50,362

#### 20 RELATED PARTY DISCLOSURES

Exemption has been taken under FRS8 to exclude the requirement to disclose transactions between wholly owned subsidiaries and the parent company. Having taken account of this exemption there are no related party transactions that require disclosure.



(A company limited by guarantee)

#### NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2012

## 21 OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one	year:	
	2012	2011
	£	£
Expiring:		
Between one and five years	2,906	2,906

#### 22 EMPLOYEES

The average number of employees during the year was as follows:-

	Number	Number
Freemasons' Hall	2	2
Hewlett Court	14	14
Subsidiary company	25	28
	41	44
Total remuneration during the year amounted to:		
	£	£
Wages and salaries	693,148	705,392
Social Security Costs	50,767	49,628
Pension costs	92	(1,682)
	744,007	753,338
Allocation:		
Direct charitable expenditure -		
Trading activity - Hewlett Court	256,100	244,235
Grant administration	16,000	16,056
Cost of raising voluntary income	5,500	5,574
Subsidiary company	430,506	451,274
Property expenses	24,401	25,279
Governance costs	11,500	10,920
	744,007	753,338

No employee was paid at a rate of  $\pounds 60,000$  per annum or more. No fees or expenses were received by the Directors/Trustees.

## 23 RELATED PARTY TRANSACTIONS

During the year the Charity was provided, after a supervised tender process, with repair and maintenance services by MPS Maintenance Limited at a cost of £53,245 (2011: 77,498). MPS Maintenance Limited is a company owned and managed by a close family member of Alan Smith, a Director of the Charity.



LIST OF DONATIONS GIVEN:- In the year ended 31 <sup>st</sup> December, 2012	
PGM DISCRETIONARY FUND	
	6750
Rossendale Special Ski Club	£750
Royal Manchester Children's Hospital	£5,000
TOTAL OTHER DONATIONS IN 2012	£5,750
COMMUNITY FUND GRANTS	
Hendburn Authritic Accordition	61 000
Hyndburn Arthritis Association Towards room hire and events	£1,000
Towards room mile and events	
Burnley and Pendle - Riding for the Disabled	£300
Equipment for recently donated horses	2000
Equipment for recently donated noises	
East Ribble Child Action North West	£3,660
To support a fund raising Victorian Pound Day	ac,000
Pendle View Primary School	£4,013
To provide a playground Pavilion	,
East Lancashire Hospice	£1,000
To sponsor the Starlight Walk Participants Medals	
Tottingham Community Defibrillator Appeal	£3,120
To help provide two defibrillators	
	01 000
Ashton and Mosley – Manchester Fencing Club	£1,000
Starter and competition equipment	
Fast Manahastan Community Poot Project	£4,000
East Manchester Community Boat Project Canal boat trips for the disadvantaged	24,000
Canal boat trips for the disadvantaged	
Bury – St James Primary School, Haslingdon	£1,260
Children with learning difficulties, i-pads	<b>~1,2</b> 00
children with realing announces, r pade	
East Ribble – Gos on Tour	£500
Speaker equipment for community entertainment group	
TLC Initiative	£1,297
To provide stocks of TLC bears to support individual District hospitals	
TOTAL COMMUNITY FUND GRANTS IN 2012	£21.150



## BENEFITS RECEIVED FROM THE NATIONAL MASONIC CHARITIES IN 2012

## Masonic Samaritan Fund

In the calendar year to 2012 the Masonic Samaritan Fund approved assistance to 81 applicants from East Lancashire at a cost of £88,062.77.

## **Royal Masonic Trust for Girls and Boys**

The RMTGB assisted 59 young people from the Province of East Lancashire to the value of £172,996.27. Talent Aid Cases from the Province of East Lancashire; 1 totalling £980

## The Freemasons' Grand Charity

## **Masonic Grants**

Masonic Relief Grants to East Lancashire 86 grants totaling £193,420

## Non-Masonic Grants to Hospices in East Lancashire

Nine local hospices have received Grants totaling £22,260

£2,987	Bolton Hospice
£1,710	Bury Hospice
£2,203	Dr Kershaw's Hospice
£2,419	East Lancashire Hospice
£2,419	Hospice Care for Burnley and Pendle
£1,000	Hospice in Rossendale
£2,771	Springhill Hospice (Rochdale)
£4,548	St Ann's Hospice (Little Hulton)
£2,203	Willow Wood Hospice

## **Summary**

Masonic Samaritan Fund Royal Masonic Trust for Girls and Boys The Freemasons' Grand Charity		<b>£</b> 88,063 172,996
Relief Grants	193,420	
Grants to Hospices	22,260	215,680

Value of Benefits received from National Masonic Charities in the year

We're here to Care

£476,739



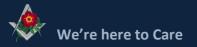














## East Lancashire Masonic Charity







Annual Report and Accounts For the Year ended 31st December 2012